



# RUNNER'S BOOKING FORM

SEND THIS BOOKING FORM TO: 2:09 Events Ltd, Events House, 63 Osborne Road, Farnborough, Hants GU14 6AP. Tel 01252 373797 Fax 01252 373794 email: info@209events.com



### FOR OFFICIAL USE ONLY

DATE RECEIVED

BOOKING REF

2:09 EVENTS TOUR CHOSEN:

If you are running for a charity: Which one?

CLIENT TO WHOM ALL CORRESPONDENCE SHOULD BE SENT (This person is responsible for the booking and for all those listed on the booking form)

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Post Code: \_\_\_\_\_

Telephone (Home): \_\_\_\_\_ Work or Mobile : \_\_\_\_\_ email: \_\_\_\_\_

Title	First Name (as shown on passport)	Surname (as shown on passport)	Date of Birth	Nationality	Room Type					Vegetarian Yes/No	Do you require 2:09 Events Insurance Yes/No	Race Participant & Distance (where applicable)	Training Camp participant Yes/No
					Single	Twin/ Share	Double	Triple	Quad				

Please indicate details of room sharing as appropriate. Please note: Twin room will have 2 beds. Double room will have one bed. Twin to Share arrangements are based on single travellers sharing a twin bedded room with another 2:09 Events client.

### HOTEL

Hotel name: \_\_\_\_\_

Date of arrival in hotel: \_\_\_\_\_ Date of departure from hotel: \_\_\_\_\_ No of nights in hotel: \_\_\_\_\_

### FLIGHTS

Flights/Eurostar \_\_\_\_\_

Departure airport/station: \_\_\_\_\_ Date: \_\_\_\_\_ Flight No if known: \_\_\_\_\_ Departure time if known: \_\_\_\_\_

Return airport/station: \_\_\_\_\_ Date: \_\_\_\_\_ Flight No if known: \_\_\_\_\_ Departure time if known: \_\_\_\_\_

### PAYMENT DETAILS

A non-refundable deposit as shown in the tour itinerary is payable for travel arrangements booked. You should also include full payment of Travel Insurance premiums if you are taking out 2:09 Events recommended Travel Insurance plus any race entry fees or training camp fees. If you are paying by cheque please make your cheque payable to 2:09 Events Ltd, if you are paying by credit card please complete the credit card details required below. If the credit card is not registered at the address at the top of the booking form please give the registered billing address in the space below.

No of Deposits @ £ per person = £ 2:09 Sports Duffel Bag @ £40 = £

No of Travel Insurance Policies @ £ per person = £ 2:09 Document Belt @ £10 = £

No of Race Entry Fees @ £ per person = £ 2:09 Training T-shirt @ £15 = £ (size: small  medium  large  x-large )

No of Training Camp Fees @ £ per person = £

No of Non-participant Camp Fees @ £ per person = £ 2:09 Coolmax sock @ £5 = £ (size: 3-6  7-9  9-12 )

Total payable to 2:09 Events Ltd : £

IF PAYMENT IS BEING MADE BY MASTERCARD/VISA/SWITCH PLEASE COMPLETE THE FOLLOWING DETAILS (Please note: 2:09 Events do not accept AMEX).

Card holder's name: \_\_\_\_\_

Card number: / / / Mastercard/Visa/Switch

Valid from: \_\_\_\_\_ Expiry date: \_\_\_\_\_ Security code (last 3 digits in signature strip) \_\_\_\_\_ Switch issue no: \_\_\_\_\_

Credit card registered address (if different to client address) \_\_\_\_\_

2:09 Events may take the final balance from the credit card above 10 weeks before travel YES/NO

I agree to indemnify 2:09 Events Ltd for any breach of those persons contracts with 2:09 Events Ltd. I am over 18 years of age and duly authorised to agree to the booking conditions, which I have read, on behalf of all the members of the party named above.

Signature of the person accepting the Booking Conditions as named above: \_\_\_\_\_ Date: \_\_\_\_\_

# 209 EVENTS LTD BOOKING TERMS AND CONDITIONS

1. When you make a booking with 2:09 Events Ltd you must complete a booking form with all of the travel arrangements required and forward it with the required travel deposit plus any event entry fees, tuition/training fees or insurance. You must sign the booking form accepting on behalf of all your party the terms of these booking conditions and pay deposits and race entries as outlined in the selling brochure.

Non-standard tour arrangements such as those that may involve the issuing of an airline ticket at the time of purchase are subject to full payment at the time of booking.

2. The price of your holiday is that shown on your confirmation/invoice and may vary from the price shown in any brochures or websites. In most cases we hold guaranteed group price for services, however some tour arrangements are not fixed to allow flexibility and increases in fares or other costs may vary if demand with the supplier is high.

Any variation in the advertised price will be indicated at the time of booking. Once agreed and a confirmation/invoice issued there will not be any change to the prices except for government imposed increases in taxes or fuel supplements imposed by transport providers.

3. The balance of the price of your holiday must be paid at least 10 weeks before the departure date from the UK and will be shown on your confirmation/invoice. If the balance is not paid in time we reserve the right to cancel your holiday, retain your deposit and race entry fees and apply cancellation charges set out below.

4. If, after our confirmation has been issued, you wish to make changes to the arrangements, we will do our utmost to make the changes, provided that notification is received in writing at our offices from the person who signed the booking form, or from their travel agent, at least 10 weeks before departure.

In addition to any charges levied by the airlines, hotels or other suppliers an administration charge of £30 will be levied by 2:09 Events Ltd to cover our costs in making any changes and for re-issuing your invoice.

Any alteration by you within 10 weeks of departure and any such request for an alteration will be treated as a cancellation of the original booking and will be subject to the cancellation charges set out below. Certain travel arrangements and airline tickets once issued are non-changeable and non-transferable and therefore cannot be changed, any alteration requests will incur a 100% cancellation charge and new arrangements or tickets will be charged at the fares applicable at the time of your request.

5. You, or any member of your party, may cancel their holiday at any time providing that the cancellation is made by the person signing the booking form and is communicated to us in writing directly or via the travel agent with whom the booking was made. As this incurs administrative costs, we will retain your deposit,

Insurance premiums and race entry fees. If the number of persons booked changes, the holiday costs will be recalculated on the basis of the amended party size and you will need to pay any difference in the holiday price.

Our ability to recover payments made to suppliers for travel arrangements on your behalf will be reduced the closer to the departure date your cancellation is received. A sliding scale of charges reflects the risk to 2:09 Events Ltd. and will be applied to your cancellation invoice as follows:

<b>MORE THAN 56 DAYS</b>	Deposit only
<b>56-29 DAYS</b>	50% (or deposit, whichever is greater)
<b>28-15 DAYS</b>	70%
<b>14-8 DAYS</b>	90%
<b>LESS THAN 8 DAYS</b>	100%

6. We strongly recommend that all travellers take out Travel Insurance. If the reason for cancellation is covered under the terms of an insurance policy, you may be able to reclaim these charges less any excess amounts indicated in the Insurance policy.

7. If you have a problem during your holiday, please inform our representative/agent/hotel reception, who will endeavour to put things right quickly. If your complaint cannot be resolved locally, your representative/agent/hotel reception will ask you to complete a report, the original of which is for you and a copy will be forwarded to our head office. Please follow this up within 28 days of your return home in writing.

8. It is unlikely we will have to make any changes to your holiday, but we do plan the arrangements many months in advance. Occasionally changes may be made, which we reserve the right to do at any time. Most of these changes are minor however if a major change becomes necessary, we will inform you or your travel agent as soon as reasonably possible if there is time before departure. When a major change occurs, provided it does not arise from circumstances amounting to force majeure as set out below, you will have the choice of either accepting the change of arrangements, purchasing another available holiday from us or cancelling your holiday and receiving a full refund.

In all cases we will pay compensation as detailed below:

<b>INFORMED MORE THAN 56 DAYS BEFORE DEPARTURE</b>	Nil
<b>55-15 DAYS BEFORE DEPARTURE</b>	£10 per fare paying passenger
<b>LESS THAN 14 DAYS BEFORE DEPARTURE</b>	£25 per fare paying passenger

9. Compensation will not be payable if we are

forced to cancel, or in any way change your holiday due to war, threat of war, riot, civil strife, industrial dispute, terrorist activity, natural or nuclear disaster, fire or adverse whether conditions or other circumstances amounting to force majeure.

In the unlikely event of the cancellation/postponement of sporting events for whatsoever reason, 2:09 Events Ltd cannot be held responsible in any way for any monetary loss, inconvenience or any other circumstances outside of our control, including non-refundable events fees.

10. We reserve the right in any circumstance to cancel your holiday and all holidays operate subject to a minimum number of participants. However, in no case will we cancel your holiday less than 2 weeks before the final balance date. In circumstances where we are unable to provide the holiday booked we will return to you all monies paid, or offer you an alternative holiday of comparable standard and if a cancellation occurs within 8 weeks of departure, compensation on the same scale to that shown item 7 above. We accept responsibility to ensure the holiday which you booked with us is supplied as described in this brochure and the services offered reach a reasonable standard. If any part is not provided as promised, we will pay you appropriate compensation if this has affected the enjoyment of your holiday.

We accept responsibility for the acts and / or omissions of our employees, agents and suppliers save where they lead to death, injury or illness. Our liability in all cases shall be limited to a maximum of twice the value of the original holiday cost. This limit does not apply to injury, death or illness.

(i) We accept responsibility for death, injury or illness caused by the negligent acts and/or omissions of our employees or agents together with our suppliers and sub-contractors, servants and/or agents of the same whilst acting within the scope of, or in the course of their employment in the provision of your holiday. We will accordingly pay to our clients such damages as might have been awarded in such circumstances under English Law.

(ii) In respect of carriage by air, sea and rail and the provision of accommodation our liability in all cases will be limited in the manner provided by the relevant international convention.

11. If any client suffers death, illness or injury whilst overseas arising out of an activity which does not form part of the foreign inclusive holiday arrangements or excursion arranged through us, we shall, at our discretion offer advice, guidance and assistance to help you in resolving any claim you may have against a third party, providing we are advised of the incident within 90 days of the occurrence. Where legal actions is contemplated our authority must be obtained prior to commencement of proceedings and be subject to your undertaking to assign any

costs recovered or any benefits received under an appropriate insurance policy to ourselves.

**12.** When you travel with a carrier, the conditions of that carrier apply, some of which may limit liability. This brochure is the responsibility of the tour operator; it is not issued on behalf of, and does not commit the airlines mentioned therein or any airline whose services are used in the course of the tour.

**13.** This contract is made on the terms of these booking conditions which are governed by English Law and both parties shall submit to the jurisdiction of the English Courts at all times.

**14.** Descriptions in the 2:09 Events Ltd published brochures and websites are advised by us in good faith and every care is taken to ensure their accuracy. However, since the tours are prepared up to 12 months in advance, there may be occasions when an advertised facility or entertainment is not available during your own particular tour. 2:09 Events Ltd cannot be held responsible for the temporary withdrawal of facilities and activities due to maintenance, unstable weather conditions or lack of support. Similarly there may be occasion, especially during the low season, where certain advertised schedules, entertainment or amenities are changed, cancelled or curtailed. Further, the operation of certain amenities and facilities may be subject to local licensing laws or religious holiday. Government or local authority restrictions may also dictate that a hotel or apartment limits certain facilities e.g. air-conditioning or water supply, in the cause of conservation.

#### GENERAL INFORMATION

The air holiday and flights in this brochure are ATOL protected, since we hold an Air Travel Organisers License granted by the Civil Aviation Authority.

In the unlikely event of our insolvency, the CAA will ensure that you are not stranded abroad and will arrange to refund any money you have paid to us for an advanced booking. For further information, visit the ATOL web site on [www.atol.org.uk](http://www.atol.org.uk) (click on the ATOL license below the master index).

#### ITEMS INCLUDED IN TOURS COSTS

Items included in your tour are as described in the selling itinerary. Your confirmation/invoice will confirm the flights booked for you, the room type and board basis.

#### HEALTH REGULATIONS

We will advise you of any vaccinations required for the destinations you are travelling through on your tour. Health requirement regulations may change so you must consult your doctor and/or obtain the relevant health leaflets e.g. the D.O.H. leaflet "Protect your Health Abroad" from your local Post Office or the Department of Health.

#### DELAYS

In the event of a delay in departure, it is the responsibility of the carrier to determine delay policy. We reserve the right to change the flight/carrier in the interest of efficiency if we become aware of a major delay in advance.

#### PASSPORT/VISAS

It is your responsibility to make sure all your travel documents are in order. Airlines may refuse travel if you do not have the correct documents. The name on the passport MUST match the name on the ticket. If the names do not match you may not be able to travel and your insurance policy may be invalid.

#### PASSPORTS

A full ten year British Citizen Passport is required for all overseas tours. It must be valid for 6 months after your return. Other nationalities should check requirements with the relevant embassy. THIS IS YOUR RESPONSIBILITY.

UK Passport Office Website - [www.passport.gov.uk](http://www.passport.gov.uk).

Those in possession of a passport showing them to be a British Subject should check whether this passport is valid for their destination and whether a visa is required. THIS IS YOUR RESPONSIBILITY.

#### VISAS – ALL TOURS

It is each client's responsibility to check the entry requirements of their chosen destination with the appropriate embassy, to obtain and process the correct forms with the Embassy allowing sufficient time for the application to be processed. If visas are required for British Citizen passport holders on any of our tours, this may be stated on the individual tour itinerary and we will assist in giving you information or visa application forms where possible. However, non-British passport holders should always check requirements with the relevant embassy. Failure to obtain a visa is not a valid reason for cancelling the tour. Clients travelling to the USA are reminded that persons with a criminal record will require a Visa.

#### TICKETS & TOUR DOCUMENTS

We will send your travel documents, tickets and final travel itinerary, plus any event registration documents and luggage labels so that you receive them not less than 7 days before departure.

It is your responsibility to keep travel documents safe while on tour. We recommend that you take a photocopy of the photo and information page of your passport and keep this in a separate place.

#### RACE ENTRY FORMS

All race entrants are obliged to fill in the appropriate official entry form, which we will send you. This form must be returned within 7 days to 2:09 Events Ltd and are subject to the conditions of entry, over which we have no jurisdiction. Failure to return the signed entry form within the specified time could result in your race entry being refused and your booking cancelled with the loss of all monies paid.

#### ROOM SHARING

If you are travelling alone and do not wish to pay the applicable supplement/price for a single room, we will, if you wish and subject to availability, match you up with someone of the same sex on a twin to share basis wherever possible. If you select a room sold on this "twin to share" basis you will be sharing with another participant on the tour and not have sole use of the room. In such cases we are not allowed to give any details regarding the name,

address or phone contact of the parties requesting sharing arrangements in advance of your arrival at the hotel.

#### TRAVEL INSURANCE

2:09 Events Ltd have arranged a special Insurance Policy with Global Travel Services, underwritten by Travel and Personal Underwriters Limited on behalf of a consortium of insurers including ACE Insurance Company SA-NV and Gouda International.

The cancellation part of the Travel Insurance is extended to include cover for cancellation due to athletics injury (excluding existing injury) that prevents you from competing in the event you have signed up to. The Medical Treatment & Medical Emergencies section of the cover also includes cover for accident or injury while taking part in the races and activities described in this brochure. Clients over 75 years of age or with pre-existing conditions should check with the insurer before taking out cover.

COVER DETAILS	
<b>CANCELLATION &amp; CURTAILMENT</b>	Limited to the Final Invoice Cost for each Insured Person
<b>MEDICAL &amp; OTHER EXPENSES</b>	Limited to £2,000,000 for each Insured Person
<b>PERSONAL LUGGAGE, MONEY &amp; VALUABLES</b>	Limited to £1500 for each Insured Person
<b>SPORTS EQUIPMENT</b>	Limited to £1000 for each Insured Person
<b>PASSPORT EXPENSES</b>	Limited to £200 for each Insured Person
<b>TRAVEL DELAY</b>	Up to £60 for delay or Final Invoice Cost for Curtailment
<b>MISSED DEPARTURE</b>	Limit of Liability £500
<b>PERSONAL LIABILITY</b>	Limit of Indemnity £2,000,000
<b>LEGAL EXPENSES</b>	Limited to £10,000 each Insured Person
<b>Excess restrictions apply to parts of the cover. Insurance premium only covers travel booked by 2:09 Events Ltd</b>	

#### INSURANCE PREMIUMS

DURATION	EUROPE	USA	REST OF WORLD
<b>UP TO 5 DAYS</b>	£25	£42	£34
<b>UP TO 10 DAYS</b>	£30	£56	£46
<b>UP TO 17 DAYS</b>	£36	£65	£50

Policy only covers travel booked with 2:09 Events Ltd. Insurance is only valid when the premium is paid.

Premiums shown include insurance premium tax. Valid for UK residents only.

Children 2 to 15 years inclusive: 50% reduction on applicable premium.



# ESSENTIALS

TRAVELLING LIGHT – WE HAVE SOME HIGH QUALITY RUNNERS TRAVEL ESSENTIALS DESIGNED WITH THE SPORTS TRAVELLER IN MIND



## 2:09 TRAINING T-SHIRT £15

This high quality technical t-shirt is specially designed for us and has a close fit and sweat wicking properties – extremely comfortable to wear when training or just casual wear. Sizes small/medium/large/x-large



## 2:09 COOLMAX™ SOCK £5 PAIR

This light weight sock is ideal for wear in warm climates and suitable for all of our events and training camp. The CoolMax™ material helps keep you feet dry from sweat aided by the close fitting feel from the stretch ribbing across the top of the foot. Sizes 3-6/7-9/10-12

## 2:09 DOCUMENT BELT £10

Specially designed to be the correct size to hold a travel document wallet and passport, this neat Document belt also has a waist belt so that you can carry these important documents discretely inside your shirt – and we have also used it as a bum bag when it is inappropriate to leave belongings sitting around whilst training.



## 2:09 EVENTS EXPEDITION DUFFLE BAG £40

This high quality soft travel bag has vast capacity and is suitable for tours where a lighter and more easily stored bag is better than a heavy duty suitcase. The original design was for a British Arctic Expedition and has an 80 litre capacity, heavy duty handles and a shoulder strap.

